

Applicant Portal

Quick Reference

Accessing the Applicant Portal

Portal Login




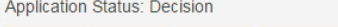
UserName/Email Address

Password

[Forgot your password?](#)



Enter the same Email Address and Password used in the Login Screen on the Application Form.

Monitor Application Review Progress

- | | |
|---|---|
| 1. Application is submitted | Application Status: Application Submitted
 |
| 2. Application is being pre-screened | Application Status: Pre-screening
 |
| 3. Application is sent to Reviewers to rate the application | Application Status: Under Review
 |
| 4. Admit/Reject decision has been made | Application Status: Decision
 |

Update Contact Information (Address, Telephone Numbers, Email Address)

Update Personal Details

Address Line 1*	<input type="text" value="Test Test 55"/>
Address Line 2	<input type="text" value="Address Line 2"/>
Address Line 3	<input type="text" value="Address Line 3"/>
City/Town* 	<input type="text" value="Edmonton"/>
Country*	<input style="border: 1px solid red;" type="text" value="Canada"/>
Province/State*	<input style="border: 1px solid red;" type="text" value="Alberta"/>
Postcode/Zip Code*	<input type="text" value="T5X2E7"/>
Primary Telephone Number* 	<input type="text" value="780-457-0098"/>
Alternate Telephone Number	<input type="text" value="Alternate Telephone Number"/>
Email Address*	<input type="text" value="bdmisita@shaw.ca"/>

Provide Required Documentation

Show Details

Additional Documents Required

Transcript/Marksheet Original Language
test degree 777
Northern Alberta Inst of Technology, Edmonton, AB
Pending
Transcript 1.pdf DELETE FILE

Transcript/Marksheet English Translation
test degree 777
Northern Alberta Inst of Technology, Edmonton, AB
Incomplete UPLOAD FILE

Degree Certificate Original Language
test degree 777
Northern Alberta Inst of Technology, Edmonton, AB
Complete

Degree Certificate English Translation
test degree 777
Northern Alberta Inst of Technology, Edmonton, AB
Action Required
Personal Statement 2.pdf DELETE FILE

1. Document status = "Pending". The most current document was uploaded but not yet been marked as Passed or Failed. Applicant can replace the document.
2. Document status = "Incomplete". Document was not uploaded yet.
3. Document status = "Complete". Document was marked as Passed.
4. Document status = "Action Required". Document was marked as Failed. Applicant can replace the document.

Send Request to Add New or Replace Existing Referee

REQUEST A NEW REFEREE

Request a new Referee

Please enter the details of the referee you wish to add below.

The new referee will be sent an email which will grant them access to the referee portal to submit their reference. If you opt to replace a referee they will also be emailed informing them that they are no longer required to submit a reference and their access to the portal will be deactivated.

Name* Academic rank / Job title*

Company/Organisation /Institution name* Relationship to applicant

Contact Telephone Number Email address*

Type of reference*

Will this referee replace an existing referee? Yes No

Referee to Replace

Replace which referee?

EXIT SUBMIT REQUEST

1. Request can be sent only before department makes its Admit/Reject decision and only for Referees that have not already submitted the reference.
 2. Request is sent to Department.
 3. Department will approve or reject the request.
- Note: There are three extra spots for addition or replacement. Each request takes one spot regardless if approved or rejected.

Request Application Withdrawal

WITHDRAW APPLICATION

Contact Us

You may use this form to send a message to us.

Your email address*

Message subject*

Message text*

EXIT SEND

The request to withdraw application can be sent only before the offer letter is sent out to Applicant (for admitted applications) OR before the Department makes a decision to reject the application.

View Admission Decision

Decision: *Pending*

Decision: *Unconditional Offer*

Decision: *Conditional Offer*

Decision: *Reject*

Decision status must be one of the followings: "Pending" (the decision has not been made yet), "Conditional Offer", "Unconditional Offer", "Reject".

View Admit Offer Details and Respond to Offer (Accept or Decline)

FGSR May 11, 2016 at 14:20 pm Official Admission Notification [Read](#)

From: FGSR
Received: 11/May/2016
Response Due Date: 15/Aug/2016
Subject: Official Admission Notification

Official Admission Letter University of Alberta

Dear Ding Dong,

I am pleased to inform you that your official admission letter to the Faculty of Graduate Studies and Research at the University of Alberta has been generated and can be found within the My Applications section of the applicant portal. For International students, the Citizenship and Immigration Canada Student Information form will also be included.

Contact your Department directly if you have questions about financial assistance, scholarships, or teaching and research assistantships.

Congratulations on your acceptance and best wishes in your graduate program.

Graduate Admissions
Faculty of Graduate Studies & Research
2-29 7th Floor
University of Alberta
Edmonton, AB T6G 2E1
Email: grad.admissions@ualberta.ca
Ph: 780-462-2459 Fax: 780-462-0922
www.gradstudies.ualberta.ca

[Inquiry](#) [<<Previous](#) [Next>>](#)

[Respond to Offer](#) [Download Offer](#)

Offer Details

Admissions Number:	16002051
Student ID Number:	
Program:	Master of Arts (Crse) in Drama - Full Time
Starting:	September 2016
Department:	Drama
Decision:	Unconditional Offer

You may choose whether you wish to accept or decline this offer, then click 'Confirm' to confirm this. If you do not wish to confirm your response at this time, please go 'Back'.

If you have any questions regarding your offer, please contact us and give further details: [CONTACT US](#)

Response

Do you wish to accept or decline this offer?*

Accept the offer
Accept the offer
Decline the offer

[<< BACK](#) [CONFIRM](#)

[Offer Expired](#)

If the response is not provided by the specified the "Response Due Date", the "Offer Expired" button will be displayed.

Communicate with Department

Contact Us

Contact Us

You may use this form to send a message to us.

Your email address*

In relation to*

Message subject*

Message text*

EXIT





SEND

Use "Contact Us" to initiate the messaging with Department, if needed.

MESSAGES

Messages

You have 5 messages

From	Received	Subject	Action
 001000020532	Sep 26, 2016 at 10:06 am	Boris test multiple applicants message	Read
 GA	Sep 9, 2016 at 12:01 pm	UAlberta Graduate Admissions Outcome Notification	Read
 Gaboris Project team (Mathematical and Statistical Sciences)	Sep 9, 2016 at 10:40 am	Additional Documentation Required	Read
 FGSR	Aug 17, 2016 at 11:06 am	Official Admission Notification	Read

Use "Messages" tab to reply to the messages received from Department and view all messages already exchanged with Department.